

PORTSMOUTH CATHEDRAL

The Cathedral Church of St Thomas of Canterbury

Portsmouth

Minutes of the

ANNUAL MEETING OF PARISHIONERS

and

ANNUAL PAROCHIAL CHURCH MEETING

Sunday, 20 April 2008

Present: The Very Reverend David Brindley
The Reverend Canon David Isaac
The Reverend Canon Michael Tristram
The Reverend Canon Nick Ash
The Reverend Canon Peter Jones
Mr. Peter Lowater – Lay Chapter and Chairman of Finance Committee
members of the congregation

In Attendance: Mrs Elizabeth Snowball, Dean's PA, as clerk to the meeting

- 1. Welcome and apologies** the Dean welcomed everyone to the meeting. There were apologies from Sarah Quail and Hilary Spurgeon, Lay Chapter; Ian Jenkins, Shelagh Lacey Julian Linnington, Jenny Sturmeay
- 2. Minutes of meeting held on 29 April 2007** The minutes were held to be a true record of the meeting.
- 3. Nomination and election of Churchwardens** There were 2 nominations of churchwarden, Sue Ward and Frank Reid both were unanimously accepted.

ANNUAL PAROCHIAL CHURCH MEETING

(voting only open to those on the electoral roll of this parish)

- 1. Minutes of meeting held on 29 April 2007** The minutes were held to be a true record of the meeting.
- 2. Electoral Roll** Nick Speller, the Electoral Roll Officer, reported that there had been 19 additions and 3 deletions(due to death) from the roll during the year. The total now stood at 353.
- 3. Appointment of Sidesmen** The Dean expressed his sincere thanks to all the sidesmen for their work as the first point of welcome for services. The following were approved as sidesmen for the following year:

Pat Abbott	John Hopkinson	Christopher Smithson
Muriel Allen	Ann Jablonski	Hannie Smithson
Ron Austerberry	Michael Jackson	Liz Snowball
Norma Bound	Celia Johnson	Allan Sturmeay
Roy Brown	John Leighton	Jennifer Sturmeay
Julia Bryce	Julian Linnington	Martin Sykes
Max Craft	Christopher Lovett	Pat Tristram
Sylvia de Lara	Gita Manohar	Geraldine Tucker
Rosemary Fairfax	Robin Moulton	Don Valler
Jackie Gauntlett	Henry Munday	Mary Verrier
Shirley Grayson-Smith	Catherine O'Leary	Valerie Voaden
Heather Greaves	Colin Podmore	Jo Warsop
Peter Harris	June Purvis	George White
Philip Haskell	Mike Purvis	Peter Willey
Norman Hickman-Taylor	Alex Sard	Carol Wynne
Robert Higgins	Robin Sard	
Dione Holding	Philip Smith	

Deputy Wardens The Dean thanked Shirley Coward for her eight years of service as a Deputy, especially for her work at major events. The following will serve as Deputies for 2008:

9.30am Peter Willey and Carol Wynne

11.00am Heather Greaves and Philip Smith

4. Finance Report

Peter Lowater apologised that the accounts had not been available until this week but explained that they had been necessary to obtain a valuation of Cathedral House which had only arrived on Monday. The FIC and Chapter had approved the accounts on Tuesday, which had then been made available to the congregation.

He went on to apologise for informing last year's meeting that the work on Cathedral House had cost £250,000 less than the original quotations. At the time he had not been informed that the costs were not being kept in budget. He went on to thank Canon Michael for his work since August to ensure completion of the project.

Two major works, which the congregation had contributed over £109,000 towards, had taken place in the past year:

- The completion of Cathedral House refurbishment.
- North Cloister works commenced. These are slightly behind schedule.

The accounts were in the new format required by the Charity Commission. Chapter had found them less clear than the previous layout. Capital items are now included with the main running costs for example £882,000 spent on Cathedral House appears in the accounts, but PCDT had reimbursed Chapter for the work which was not clear.

VAT registration some of the costs from Cathedral House had been recovered but the amounts had been less than expected and Chapter had agreed to de-register from VAT.

P4/5 The overall **deficit** for 2007 was **£79,000**. The value of the flats in Cathedral House is £360,000.

Presentations to show the corresponding and complex figures for the past five years will take place on:

Sunday 11th May at 3.30pm

Wednesday 14th May at 3.30pm and

Thursday 22nd May at 7pm

Chapter hoped to involve everyone and the Dean would be writing to invite people to attend one of the meetings. PAL everyone to encourage all those with a connection to the cathedral to attend and emphasised that the consultation extended to all. They would show how what had been spent and how and the current financial position. Everyone's thoughts would be welcomed and how to move forward.

(Post-meeting note: in order to reduce costs individual invitations will not be sent. Sign up sheets will be available by the Welcome Desk)

PAL expressed his thanks to the FIC and in particular to Jacqui Redstone who the Cathedral was very fortunate to have as an employee.

The meeting was formally asked to receive the accounts, the Dean explained that he and PAL would be happy to receive questions following the meeting, or at the presentations in view of the fact that the accounts had not been available beforehand.

Nick Ralph asked if the following were correct:

- the number of part-time laity which had increased from 4 to 9 in one year. The Dean replied that it was probably due to the inclusion of choral scholars in the figures but that this would be checked.
- Consolidated debtors, figures don't look correct. The Dean will check and a correction made.

The accounts were received.

The Dean thanked PAL for his work as Chairman of the FIC.

5. Annual Reports

The booklet of annual reports was available. There were no questions regarding the reports.

6. The Dean's Review

The Dean starting by saying that there had been many changes in the year both in terms of building and staff.

Cathedral House the congregation were aware of the problems that had occurred over the building and teething problems, some of which continued. The office move had taken place just before Christmas, the new Song School was in full use and all the musicians who use it are delighted with the facilities. The hall and meeting rooms had been refurbished whilst Canon Michael continued to check that final finishing was completed. He echoed Peter Lowater's thanks to MAT.

North Cloister the education space, lavatories, vergers' vestry and robing spaces were well on track and although there had been slight delays the work is expected to complete by mid-June. NJA in managing the project and the Dean expressed his thanks to him.

South East Transept this work having been completed it was unfortunate that the windows were now leaking. The Dean assured the meeting that the architects were confident that there was no water ingress through the stonework.

The pyx which had been stolen last summer was at the silversmiths where a new cylinder is being made. It is being returned in mid-May and the costs are being paid by the insurance.

Entry System a system to solve the difficulties of gaining access to the offices is being installed this month.

Staffing the cathedral is very fortunate to have a stable clergy team but the past year had seen the resignation of both the Administrator, John Murphie and Precentor's PA, Tina Lowe. Chapter had decided to undertake an Administrative Review which had been conducted by an external consultant. As a result a new Chapter Clerk (Administrator) had been appointed, a name will be announced in the week following this meeting, and would start work very shortly.

Finances PAL had explained where the Cathedral was in financial terms. The loss on the revenue account is the same for all cathedrals which only survive on legacies. The presentations will offer the opportunity for members of the congregation to put forward their idea. How the Cathedral is run needs consideration as does the current level of business. The practice is to agree to the majority of events requested e.g. concerts, receptions, exhibitions and this impinges on the opportunities for quietness and spirituality in the building. There is a tension between the level of activity and need to provide a place for stillness and quietness, the congregation's view on this is important.

Let the Building Speak Canon Michael is heading an initiative to enable how the building affects people who use and visit it. It is hoped to enhance the sense of spirituality, the awareness of modern Christianity as well as allowing people to enjoy the historic building.

Appeal the Appeal has raised over £1.6m, of which over £109,000 had come from the efforts of the congregation with the Fund-raising Events Group led by Mike Jackson. This had been a huge effort and thanks went to all those who had contributed in any way. The PCDT and Appeal Committee had enjoyed success in obtaining funding and the South Transept, Conservation Plan, Cathedral House and North Cloister were either complete or in progress. It had, however become apparent to Chapter that without a major donation the building of the planned Refectory was not possible. In order not to cause fundraising fatigue it had been decided that whilst the new build remains a short to mid-term objective the project would be put on hold.

Flower Festival A flower festival entitled 'the Greatest Show on Earth' which will have a circus theme and involve performance art will be held in the Cathedral in July 2009. David Isaac is the Chair of the Flower Festival Committee. More details would become available throughout the year and anyone requiring more details should contact Rosemary Fairfax. The committee were considering an approach to Rolly Bain.

In conclusion, he thanked the staff and volunteers: Liz Snowball who since John Murphie's departure had carried a huge extra burden and provided personal support to the Dean; Michael Tristram for his work in Cathedral House and a wide range of functions normally undertaken by the Administrator; Nick Ash for running the Cathedral's diary, liaising with people and ensuring the building ran smoothly and for his work on the North Cloister project; David Isaac and Peter Jones for their work in the Cathedral, the diocese and city; David Price, who had been awarded an Honorary Doctorate in Music by the University of Portsmouth last

summer, not only for his work in the cathedral but also in the wider city; Ian Griffiths, the vergers and cleaner; Rosemary Fairfax and all those who helped with Education, Art and the Flower Guild and to all the volunteers without whom so much of the work of the Cathedral would not be possible.

7. Any Other Business

Cost of the Refectory/New Build this will be in the region of £1,000,000.

Cathedral House Mavis Whitehead asked if carved stonework above the door of Cathedral House could be restored. This will be investigated but will require funding.

Cathedral Shop Carol Wynne asked what the plans for the Cathedral Shop were now that the Refectory was on hold. A meeting, with the shop volunteers, to discuss plans is being arranged for 2nd May.

Dean's Role Chris Lovett stated that the congregation were delighted that the appointment of a Chapter Clerk would mean that Canon Michael could concentrate on his work as Canon Pastor. He went on to express concerns about the impact of the Bishop's illness on senior clergy in the Diocese. Whilst everyone sympathised with the Bishop and his family, there was a feeling that it was not reasonable for the situation regarding his ill-health to continue. The Dean replied that he could not comment publicly on the Bishop's situation. It was part of a Dean's role to have diocesan and national commitments and this applied to all deans who were never intended to spend all their time at their cathedrals. The Dean had always been the Chairman of the Diocesan Advisory Committee and before him David Stancliffe had been Diocesan Director of Ordinands. In larger dioceses there are suffragan bishops but this is not the case in Portsmouth.

Memorial Garden John Hopkinson asked if would be possible for the Memorial Gardeners to know how much they had to spend which would allow them to plan their planting schemes more effectively. They knew that money was available, through funds raised by the Needlecraft Group and others but did not know how this was spent. The Dean asked them to submit a budget and will investigate how this is managed.

Audibility Muriel Allen advised the Dean that due to the lack of amplification and loop in Becket Hall it had been impossible for her to hear very much of the proceedings. The Dean replied that investigations into how this could be addressed would be made.

Post Office Margaret Finny asked if under Kairos, the provision of a post office, such as that recently started at Whitwell Church could be investigated. The Tuesday Lunch Club would soundly support such a move. The Dean replied that he was delighted that a church in the Diocese had been the first in the country to provide this service. The Post Office had turned down the Cathedral's enquiries last year, due to the proximity of other Post Offices (this had included one in Gosport) but the option of a brought in box could be investigated. Nick Ralph offered to provide the church and Post Office protocol which is held by the Diocese.

Tree of Life Frontal John Friars asked what plans were for restoring the frontal. The Dean replied that grants were being applied for.

Wider Community Maggie Lippiett asked what bold creative ideas the Cathedral had for Christian Aid Week, the Trade Justice Group no longer met regularly and there were important issues that needed to be kept going. It was understandable that the Cathedral had been inward looking whilst major work was in progress but an extra effort to support wider issues should now be made. The Dean said that a first step would be to reinvigorate the group. Sue Ward stated that she was the Chair of Christian Aid in Portsmouth, in the absence of Julie Craft (the Cathedral Representative) she suggested it would be possible to arrange a display of posters and there was an area quiz being held which the Cathedral could send teams to. There were opportunities for people to offer to help in the door-to-door collection which would raise awareness throughout the parish.

Canon Isaac thanked the Dean and Gill for all their work. He noted that much had been achieved in the past year and that the meeting had been able to be held in the refurbished Becket Hall for the first time. The next step forward would be develop the uses of the Cathedral and Cathedral House and establish how different parts Cathedral's work and use of the buildings could be paid for.

8. Date of the next meeting to be advised.

The meeting closed at 1.00pm.